

Chairperson: Supervisor Dan Devine, 278-4247
Committee Clerk: Carol Mueller, 278-4228
Research Analysts: Julie Esch, 278-4430
Brian Dranzik, 278-5290

COURTHOUSE MASTER PLAN OVERSIGHT COMMITTEE

Wednesday, April 19, 2006 – 2:00 P.M.

Milwaukee County Courthouse – Room 201-B

MINUTES

CASSETTE: 1; Side B 655 to EOT
CASSETTE: 2; Side A 01-320

PRESENT: Supervisors Dimitrijevic and Devine (Chair)
EXCUSED: Supervisor White

SCHEDULED ITEMS:

1 06MP6 Status of RFP Scope of Services.

B659-EOT **APPEARANCES:**
A01-190 Julie Esch, Research Analyst, County Board
 Brian Dranzik, Research Analyst, County Board
 Greg High, Architecture, Engineering and Environmental Services

Mr. Dranzik discussed the original studies. They are five to six years old, yet still have significant value. These studies are the basis for the proposed RFP, with updates.

Ms. Esch explained how a draft RFP would include buildings in not only the courthouse but also the surrounding buildings and area. By using the high level concepts, we are answering specific questions. The scope is more involved with all the different stakeholders. We need to decide how to proceed. The issue is the price tag needed to accomplish the goals.

Mr. Dranzik stated that the information gathered from the County as explained in the Committees on Transportation, Public Works and Transit and Parks, Energy and Environment should be integrated with the studies.

SCHEDULED ITEMS (CONTINUED):

It should be decided what is the best course of action regarding the condition of the buildings to broaden the scope of the RFP.

Mr. High suggested that the start up scope of work coincides with the courthouse plan. In 2002, the estimated cost including consultant and staff fees was \$200,000. Recent proposals for the courthouse complex without the external stakeholders, estimated consultant fees alone at \$220,000 to \$240,000. With the broadening scope required you could understand the level of effort required by the consultant. It would be valuable to provide the consultant with the building evaluations from DPW. The need is to look long-term.

Ms. Esch discussed the need to communicate with the external stakeholders on their plans in the future for the facilities around the complex. The interviews are necessary and time consuming.

Supervisor Dimitrijevic questioned the areas of the Criminal Justice Facility included as part of this plan. She would like to see the jail intake area included. She would like to add the wording under the departmental research section, if providing an alternative location include the statement whenever possible give your preference to an existing county owned building.

Mr. Dranzik suggested the consultant utilize Architecture & Engineering services regarding building evaluations already done.

Supervisor Devine questioned when should we start asking department heads to assign a contact person to complete the study. This can wait until May.

Mr. High suggested it maybe a good time to send out letters to the external stakeholders to allow them the time needed to respond if at all. Mr. Dranzik brought up the essential question of where is the financing coming from. When we identify that, we can move along with the communications.

Supervisor Dimitrijevic confirmed the required DBD factor of 17% be included in the contract.

Supervisor Devine asked Mr. High to keep a side list of whom we should try to contact when the plan comes to fruition.

SCHEDULED ITEMS (CONTINUED):

- 2 06MP7 Next Steps: Timeframe for Completion of Scope and RFP
- A191-236 Mr. Dranzik stated the need to meet with staff and others to firm up the draft. This is a good basis toward the completion of the RFP. We still need to find the money to proceed. Staff could try to get an estimate of what kind of dollars might be required.
- Supervisor Dimitrijevic asked, after this committee recommends approval of the RFP, what else was needed to proceed? What standing committee will receive the recommendation? The RFP will then go to the Transportation, Public Works and Transit Committee and if approved, then to the whole Board.
3. 06MP8 Courthouse Master Plan as 2007 Budget Initiative
- A237-310 Mr. Dranzik asked how could we approach the process to get this included into the budget. Committee members need to communicate with the County Executive to find out if he is receptive to the whole concept. First, we need to solidify the numbers so all can make an informed decision. This project is not bondable. We need to look long term for savings.
- Ms. Esch added that when we have the scope of services solidified, it would provide a good talking point to help other members of the Board to understand the intentions of this committee. Clarification to the intent of the RFP is to include public/employee parking and access needs.
4. 06MP9 Next meeting date Wednesday May 17, 2006 at 2 p.m.
A311-320

SCHEDULED ITEMS (CONTINUED):

STAFF PRESENT:

Gregory High, Director, Architecture, Engineering and Environmental Services
Freida Webb, Director, Community Business Development Partners
Jaime Morice, Deputy Director Community Business Development Partners
Michael Compton, DAS Fiscal and Budget Analyst
Brian Dranzik, Research Analyst, County Board
Julie Esch, Research Analyst, County Board

This meeting was recorded on tape. Committee files contain copies of the subject reports, etc., which may be reviewed upon request to the Chief Committee Clerk. The official copy of these minutes is available in the County Board Committee Services Division.

Length of meeting: 2:00 p.m. to 2:30 p.m.

Adjourned,

Carol Mueller

Committee Clerk
Courthouse Master Plan Oversight Committee

<p><i>ADA accommodation requests should be filed with the Milwaukee County Office for Persons with Disabilities, 278-3932 (voice) or 278-3937 (TTD), upon receipt of this notice.</i></p>
